



**2015 Devine Lake Kite Festival**  
**VENDOR APPLICATION FORM**  
April 25th, 2015– Devine Lake Park

Applicant/Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Organization Type: ☐ Private Business ☐ Not-for Profit Service Organization\*

\* If you are a Not-for-Profit Service Organization identify who receives your proceeds?

\_\_\_\_\_

Please list items to be sold: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Will you be using a generator: ☐ Yes ☐ No

**Food Vendors Only:**

Will you be using a grill or stove? ☐ Yes ☐ No

Do you currently have a Temporary Food Establishment Permit for this event?

☐ No ☐ Yes Permit # \_\_\_\_\_

If not, please contact The Leander Parks and Recreation Department by September 23<sup>rd</sup> at 5pm to provide us with your permit number.

## **VENDING RULES**

***The Devine Park Kite Festival is on Saturday, April 25<sup>th</sup> from Noon - 4pm. Vendors must be setup by 11:30am.***

1. The City reserves the right to accept or reject any applicant.
2. *City Park Rules & Regulations* (See Page 3) will be enforced and vendor approval will be considered a permitted activity.
3. Glass containers are prohibited.
4. All vendors must make application, pay applicable fees and gain approval prior to April 21, 2015 at 5pm.
5. Vendors must identify specific items and products to be sold. Once the vendor's application is approved the vendor must agree to limit sales to only approved items.
6. All vendors using grills, stoves, or generators will be required to have a fire extinguisher (Minimum of 5lb ABC extinguisher) during the duration of the event, and will be subject to inspection by the Fire Marshal.
7. Vendors requiring electricity will be required to furnish their own generators, upon approval by the City.
8. **Food Handlers Permit:**
  - a. All food vendors must complete the Temporary Food Establishment Application (See Page 3) with the Williamson County and Cities Health Department. It is the responsibility of the vendor to contact the Health Department. The City of Leander has no involvement with this permit being issued.
  - b. Food vendors that have not obtained their permit prior to the event will not be allowed to sell food at the event and no refund will be made.
  - c. For questions regarding the Temporary Food Establishment Application please contact Kay Kelley via email at [kkelley@wcchd.org](mailto:kkelley@wcchd.org) or by phone at 512-943-3620.
9. **Vendor Fees:**

Not-for Profit Groups - \$15  
Private Businesses/Individuals - \$25
10. The City agrees to provide a 15ft by 15ft space for approved vendors. Vendors agree to provide all necessary supplies and materials for their space, including tents, tables, and chairs as desired.
11. Please submit the application along with payment (payable to the "City of Leander") to:

City of Leander - Parks & Recreation Dept.  
PO Box 319  
Leander, TX 78646
12. The vendor application deadline is April 21, 2015 at 5pm. No applications will be accepted after this time and any cancellations must be made before this time. "No-show" vendors will not be refunded.
13. Vendor fee refunds will be issued only if deemed necessary by the City of Leander to cancel the event.

*The undersigned hereby understands and agrees to provide vending services according to the rules stated above and that failure to comply will result in removal and disqualification for future event vending opportunities.*

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Office Use Only!		
Total Payment Received: _____	Received by: _____	Date: _____
Type of Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Check (# _____) <input type="checkbox"/> Credit Card (Visa, MC, Disc, AmEx)		

## **Welcome to Leander City Parks!**

For your safety and enjoyment please abide by the following rules (Ordinance 12-060-00).

For permits or information call Parks & Recreation at 512.528.9909. **For emergencies call 911.**

### **You are Welcome**

- To enjoy the park and use the facilities for their intended purposes
  - Park Hours are from 6 am to 10 pm daily (Curfew in effect 10:01 pm to 5:59 am).
  - Mason Homestead hours are 8 a.m. to midnight daily.
- To walk your pet on a leash and to clean up your pet's waste

### **Facility Reservations & Rentals**

- Some facilities may be rented and reserved for activities or events
- Rental fees are established by Ordinance by the City Council

### **Swimming Pools & WaterPlayScapes**

- Children under 12 years can only be admitted to a pool if they are accompanied by an adult. Exceptions will be made when taking swimming lessons from a proven and competent person authorized by the City
- Children under 7 years using a waterplayscape must be accompanied by a parent or a competent person responsible for the child's safety and conduct

### **Permits are Required**

- For exhibits, dramatic performances, plays, motion pictures, radio or TV broadcasts, fairs, circus, petting zoos, or musical events
- For public meetings, assemblies, parades, ceremonies, speeches, political meetings or gatherings involving 100 or more people
- For activities using amplified sound
- To sell, offer or solicit goods, services or merchandise
- To post or affix printed or written matter, sample or device
- To distribute printed or written matter advertising or providing information about a business, commodity, service, product or other commercial activity
- To sell alcohol

### **Prohibited Activities**

- Use of glass containers
- Defacing, displacing, damaging, or removing park property
- Dumping or disposing of trash, garbage or brush not generated by park use
- Collecting firewood
- Lighting, building or maintaining fires except in designated grills or fire rings
- Indecent acts, cursing or swearing
- Possessing or discharging a gun, bow & arrow, air or gas weapon, paintball gun or marker, or any instrument with a propelling force, spring, air or gas
- Operation or use of any type of motor vehicle, motor assisted scooter or skateboard, including, but not limited to motorcycles, motorbikes and mini-bikes on any trail, sidewalk or park area not dedicated for such use
- Preventing, disturbing or interfering with other persons occupying an area or participating in a lawful park activity
- Hitting or striking golf balls except in areas designated for that purpose
- Riding animals except in areas designated for that purpose
- Wading or swimming in areas other than pools and waterplayscapes except in areas designated for that purpose
- Walking or bringing any animal into a park without a leash except in a designated leash-free area
- Overnight camping
- Capturing, trapping, hunting, molesting or injuring wild or domestic animals
- Ride bicycles or place obstacles or other modifications in skate parks
- Use of metal detectors or metal detecting devices
- Mason Homestead: Smoking, tobacco use, or pets inside the house. Fires or flame burning candles, and nails, staple guns or tacks to hang decorations

### **Penalty for Violations**

Violators of any provision of the Ordinance shall be subject to removal from the park and a fine of up to \$500 for each day the violation exists